



City of Jonesboro

124 NORTH AVENUE • JONESBORO, GEORGIA 30236 • (770) 478-3800 • FAX (770) 478-3775

December 2, 2015

Ms. Marisa Ghani
Land Use Planning Division
Atlanta Regional Commission
40 Courtland Street, N.E.
Atlanta, Georgia 30303

Dear Ms. Ghani:

The City of Jonesboro is an applicant for the 2016 Livable Centers Initiative (LCI) program. In an effort to attract businesses to and revitalize our downtown area, we are seeking assistance to prepare a central city Master Plan, a Market Analysis, and an Inventory of current structures in the general area. We believe the Master Plan will provide a map for the future through which we will be able to expand our commercial, residential and cultural infrastructure in the downtown area. The City has almost completed two major Streetscape projects (Phase II to be completed in February 2016) in the general area, featuring underground utilities, sidewalks, benches, and fresh landscaping. The City is building a new park, Lee Street Park, to be completed in December 2015, including an amphitheater, market area, walking trails, play area, and a pavilion. The City of Jonesboro prepared a new Comprehensive Plan in 2015, including an update of our Short Term Work Plan of the City of Jonesboro, which includes redevelopment of our Downtown area.

We recognize that LCI funds require a 20% match for each project. As Mayor, I hereby attest that the City of Jonesboro's matching funds (\$40,000) are included in the FY2016 budget for development. If you need any additional information or have questions, please contact our City Clerk, Ricky L. Clark, Jr. or me at Jonesboro City Hall.

Thank you for your consideration of the City of Jonesboro's LCI Supplemental Funding Grant Application.

Sincerely,

A handwritten signature in blue ink that reads "Joy B. Day". The signature is written in a cursive style.

Joy B. Day, Mayor

cc: Ricky L. Clark, Jr., City Clerk
City Council



2016 Livable Centers Initiative

Supplemental Activity & Plan Update Application

This application is for existing LCI communities or sponsors who are seeking funding assistance to update their LCI plans or to prepare studies, guidelines or codes that help to implement their existing LCI studies. Please note that all activities are funded with USDOT Surface Transportation Program funds and therefore must have a transportation nexus to be eligible (for example, a trails plan would be eligible, but a parks plan would not). Some examples of past LCI supplemental work activities include: major plan updates, site plans for new town centers, redevelopment sites or transit-oriented development, street design guidelines, development codes, transportation project feasibility or scoping studies, parking assessments and policies, creative public involvement strategies including demonstration projects.

Applicant Information:

Name of responsible organization: City of Jonesboro
(Eligible applicants include governmental entities, CIDs, and 501(c)3 non-profit organizations):

Name of contact person: Ricky L. Clark, Jr.

Title: City Clerk **Department:** City Hall

Address/City/State/Zip: 124 North Avenue Jonesboro, Georgia 30236

Telephone: 770-478-3800 **E-mail:** rclark@jonesboroga.com

Select Study Type:

LCI Major Plan Update

Note: LCI studies must be at least 5 years old, priority given to studies at least 10 years old. Study boundaries may be amended during this process.

LCI Supplemental Study or Activity

Note: The majority of the study area must be within the existing LCI area, however exceptions can be made for logical termini purposes or if connecting two or more LCI communities.

Supplement Study Information and Justification:

Name of study, plan or work activity: Central City Master Plan

Location/jurisdiction(s) of study: City of Jonesboro / Historic Downtown District

Name of existing LCI area(s): City of Jonesboro

Does this study area fall within an Equitable Target Area? See [Equitable Target Area \(ETA\) Map](#)

- Not within ETA
- Yes – Median range
- Yes – High range
- Yes – Very High range

Please provide a response to the following questions:

1. Please provide a **brief scope of work** of the proposed study or activity. This can be in outline or bullet form listing specific study/consultant tasks with brief descriptions of each. If you have a more detailed Scope of Work or RFP available, feel free to include as an appendix. **(max. 500 words):**

The purpose of this study is to update/reactivate and expand the LCI for the redevelopment of the City of Jonesboro's Historic Downtown. The initial action plan identified types of businesses that are needed, including appropriate restaurant and retail additions, housing strategies, tourism marketing plans, urban design guidelines, and transportation infrastructure. After assessing the initial LCI study completed for the City of Jonesboro, the City is committed to ensuring that the following goals of the Jonesboro LCI are implemented and carried out:

- Encouragement of diversity of medium to high-density, mixed income neighborhoods, employment, shopping and recreation choices at the activity and town center level.
- Provide access to a range of travel modes including transit, roadways, walking and biking to enable access to all uses within the study area;
- Encourage integration of uses with transportation investments to maximize the use of alternate modes;
- Through transportation investments increase the desirability of redevelopment of land served by existing infrastructure at activity and town centers;
- Preserve the historical characteristics of activity and town centers and create a community identity;
- Development of a community-based transportation investment program at the activity and town center level that will identify capital projects that can be funded in the annual Transportation Improvement Plan;
- Provide transportation infrastructure incentives for jurisdictions to take local actions to implement the resulting activity or town center study goals;
- Development of a local planning outreach process that promotes the involvement of all stakeholders' particularly low income, minority and traditionally underserved populations.

The Jonesboro Historic Downtown District and the corridors that lead into this area are home to many locally owned businesses, governmental operations, social opportunities, and cultural organizations.

We are certain that this endeavor will generate pedestrian traffic and increase business activity leading to and in the City's historic downtown core.

2. Explain how this new study or project supports the implementation of the existing, adopted LCI Study (or its most recent plan update if applicable)? How does this proposed study/project help to achieve the goals and recommendations laid out in your community's LCI plan? Please be specific. (max. 250 words):

Our vision is that the City of Jonesboro will be continue to be a dynamic community in which people will want to live, work and play. Jonesboro is known for its regional tourist destinations and famous for its historic character and family orientation. Underlining the need for this study, the proposed study area is characterized by a poverty level of 15% or greater, underdevelopment, blight, and abandonment. The study will serve to better address these existing needs and identify solutions for a more desirable, livable and prosperous City. Upon completion of this plan, our hope is that the City will continue to grow and be known for its thriving downtown business district and its safe and attractive residential neighborhoods. To further our commitment to seeing that the plan is implemented, the City has completed several objectives as identified in our STWP. We feel that with the completion of the objectives/goals set in years past, we are a step closer to being ready to fulfill the goals identified in the LCI. Further, the City has aggressively put forth efforts to improve the transportation infrastructure & connectivity of our Downtown District. As a goal set in the original LCI plan, the City will finish Phase Two of the Downtown Streetscape Project. This year, the City has branched out to engage our dynamic business stakeholders, by way of business networking breakfasts. After collaboratively working with our business, we understand the one and major concern of our stakeholders is to revitalize our community. Further, we recently put out an RFP for City rebranding. We feel this endeavor is also important as it relates to economic development.

3. Please describe how this project/study supports regional goals established in the [Atlanta Region's Plan Policy Framework](#). (max. 250 words):

ARC Goal:

1. **Building the region as a globally recognized hub of innovation and prosperity:**

By implementing the Jonesboro LCI, we are certain that the mixture of commercial/retail within our renowned Historic District will attract innovative business owners/stakeholders and increase the viability of our community. Further, we believe that our Downtown District would be a premier location for a business incubator in which professionals from all walks of life are able to successfully operate their business and enjoy the placement of retail, pedestrian friendly roadways, and viable commercial space, all in the same area.

2. **Ensuring a comprehensive transportation network, incorporating regional transit and 21st century technology.**

With the completion of Streetscape Phase II, a project that includes 0.68 miles of streetscape improvements along Main Street and 0.61 miles of streetscape improvements on McDonough Street with the placement of all utilities underground, our desire is that we can continue another phase of streetscape improvements. By implementing the LCI, we are hopeful that even more transportation improvements can be made. We are hopeful that our Transportation Demand Management measures will include carpooling, vanpooling, transit, walking, bicycling, and telecommuting. At current our existing sidewalk infrastructure is fairly comprehensive; however, we face several gaps in sidewalk system city-wide.

4. Please describe activities that your community (i.e. local government, CID, and/or community organizations) have undertaken which demonstrate its commitment and ability to implement the LCI plan and create positive changes at the community. You may attach an LCI Report of Accomplishments to the application, if available. **(max. 350 words):**

The City has completed Phase I of the downtown Streetscape as described in the original LCI ; Phase II of the Streetscape is slated to be completed in February 2016. Fostering public interest and engaging stakeholders was a major goal as well. The City has instituted a monthly newsletter which is mailed to residents, businesses, and county entities, as well as launched a new website and Facebook page. Through the use of a phone tree, regular business breakfast and the addition of many free events, the City has increased public interest and has opened lines of communication with a variety of stakeholders. The City's Comprehensive Plan and Short Term Work Program have also been submitted to the ARC for approval; this process involved a variety of citizens and other stakeholders. Pedestrian mobility has been improved through the City by the implementation of several sidewalk projects; more are slated for 2016. In line with the City's commitment to remove as much blight as possible, the City recently activated an Urban Redevelopment Agency to reclaim 5.7 acres of park grounds. The general scope of the urban redevelopment project set forth consists of the acquisition, construction, and installation of various improvements on the site, including, but not limited to, various demolition work, asphalt removal, decorative concrete sidewalks, landscaping, amphitheater with restroom and concession stand buildings, street lighting and park lighting, park benches, pavilion, trellises, concrete bridges, a playground, stone retaining walls, asphalt paving, concrete curbs and gutters, striping, storm drainage improvements, pedestrian crosswalks and appurtenances, erosion and sediment control, and utility relocation. We feel this park will drive development in our Downtown District, as it is walking distance away.

5. Please explain how your proposed study or activity will address one or more of the following LCI priorities or focus areas **(250 words):**

- a. Mix of uses and a density of development that support walking, biking or transit
- b. Mixed-income and workforce housing
- c. Transit-oriented development and bicycle and pedestrian access to transit (including bus stops)
- d. Redevelopment of underutilized infrastructure, brownfield, or grayfield sites
- e. Jobs-housing balance and economic opportunity for all
- f. Increased street connectivity, complete streets and Travel Demand Management
- g. Aging-in-place and lifelong community concepts
- h. "Creative placemaking" strategies, creative public involvement and demonstration projects
- i. Historic preservation and context-sensitive infill and development

The community vision as articulated via meetings is a lively, vibrant Downtown of safe streets and quality retail enterprises. The establishment of a Central City Master Plan will place a focus on our central business district and establish goals and objectives for moving forward in terms of economic development and transportation improvements for the coming years. The Master Plan will bring to light issues and opportunities as well as promoting our downtown as a place of sustainability and livability. In addition, it will expand upon the recent transportation infrastructure improvements made by the City. A City Market Analysis will further define the types of businesses that have predictable success rates and that meet the needs of our constituents. A Structure Inventory of downtown buildings will assist in refining locations for certain tenants as well as presenting the current status of buildings as they relate to future economic development. The combination of these three tasks will assist the City in "Creative Placemaking," historical preservation, and the possibility of infill development. Comprehensive planning for our Downtown District is a necessity to collectively identify issues and opportunities for strategic developmental economic growth, sustainability and livability. This study will strengthen/preserve our historic downtown by encouraging diverse housing, employment, shopping and recreation choices and further assist in the development of a balanced transportation system, encouraging continued prosperity and the promotion of quality of life.

BUDGET:

Please list each task and the estimated total cost per task (i.e. not just the federal share). If you need more than six tasks, please attach a detailed budget.

Study/Project Tasks		Cost Estimate
Task 1:	Prepare a Central City sub-area Master Plan	\$ 90,000
Task 2:	City Market Analysis	\$ 50,000
Task 3:	Structure inventory of downtown buldings	\$ 60,000
Task 4:	Click here to enter text.	Click here to enter text.
Task 5:	Click here to enter text.	Click here to enter text.
Task 6:	Click here to enter text.	Click here to enter text.
TOTAL study/project budget		\$200,000

Funds Requested (Max. 80% of Total Budget): \$ 200,000
Sponsor Cash Match (Min. 20% of Total Budget): \$40,000

Please note: All LCI studies must include at least 20% cash match of the total study budget. The maximum funding request is \$200,000 (i.e. \$250,000 total, \$200,000 fed/\$50,000 local).

SUBMITTAL PACKAGE CHECKLIST:

Your completed LCI Supplemental Activity & Plan Update Application should include the following:

- Completed *2016 LCI Supplemental Activity and Plan Update Application* (i.e. this form!)
- A clear map of the proposed study/project area. Include jurisdiction boundaries, major street names, a scale, legend, north arrow, the existing LCI area, and any adjacent LCI boundaries on the map.
- Resolutions or Letters of Commitment:
 - Include a letter of commitment from the Mayor or City/County Manager, or a Council Resolution, indicating commitment to the implementation of the project and providing matching funds.
 - Non-governmental organizations applying for funds shall include a letter of commitment to the implementation of the project and providing the matching funds, from its Executive Director or Board Chairperson, as well as a letter of support from the underlying jurisdiction.
 - If entities other than the applicant are providing matching funds, please include letters of commitment for the matching funds from those entities.
- Copy of the Council/Commission resolution adopting the original LCI Study or most recent LCI Plan Update (if applicable). For recently completed plans not yet adopted, please provide documentation showing that the plan adoption/resolution is scheduled on an upcoming agenda.
- Optional: Supporting documentation such as support letters from stakeholders and community, LCI Report of Accomplishments, detailed scopes of work, photos, etc. Please limit to 15 pages.

How to Submit Application:

Combine all documents from the Submittal Package Checklist into a single PDF with the name of your study area in the file name and submit by December 7, 2015 via email, FTP or USB drive to:

Marisa Ghani, Community Development Division,
Atlanta Regional Commission
40 Courtland Street, N.E., Atlanta, GA 30303
mghani@atlantaregional.com
404-463-3309

For information and questions: See the application website <http://www.atlantaregional.com/land-use/livable-centers-initiative/study-application>, or contact ARC's Community Development Division: Amy Goodwin (404-463-3311, agoodwin@atlantaregional.com) or Marisa Ghani (404-463-3309, mghani@atlantaregional.com).

Submittal Deadline:

Monday, December 7, 2015 by 5pm

RESOLUTION #2015-023

AN RESOLUTION OF THE CITY OF JONESBORO MAYOR & COUNCIL AUTHORIZING THE SUBMITTAL OF A LIVABLE CENTERS INITIATIVE (LCI) GRANT FOR SUPPLEMENTAL STUDIES FUNDING TO UPDATE AND PREPARE MASTER PLAN WITH MARKET STUDY FOR DOWNTOWN DISTRICT.

WHEREAS, the Atlanta Regional Commission is receiving applications for the 2016 Livable Centers Initiative (LCI) program; and

WHEREAS, the purpose of the LCI program is to define development centers in local jurisdictions to help spur public and private investment in new development in and adjacent to these centers; and

WHEREAS, the City of Jonesboro has completed the necessary 2016 Livable Centers Initiative supplemental activity & plan update application; and

WHEREAS, LCI projects require a minimum of 20% match for each project and the City of Jonesboro's matching funds are included in the FY2016 budget under the line item entitled Planning/Development/Engineering; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR & CITY COUNCIL OF THE CITY OF JONESBORO, GEORGIA, AS FOLLOWS:

SECTION 1: Authorization is granted for the submittal of an LCI grant application for supplemental studies funding and hereby commits that the City's matching funds are available for the LCI Supplemental Studies Grant.

PASSED, ADOPTED, SIGNED, APPROVED, AND EFFECTIVE this 7th day of December 2015.

CITY OF JONESBORO, GEORGIA

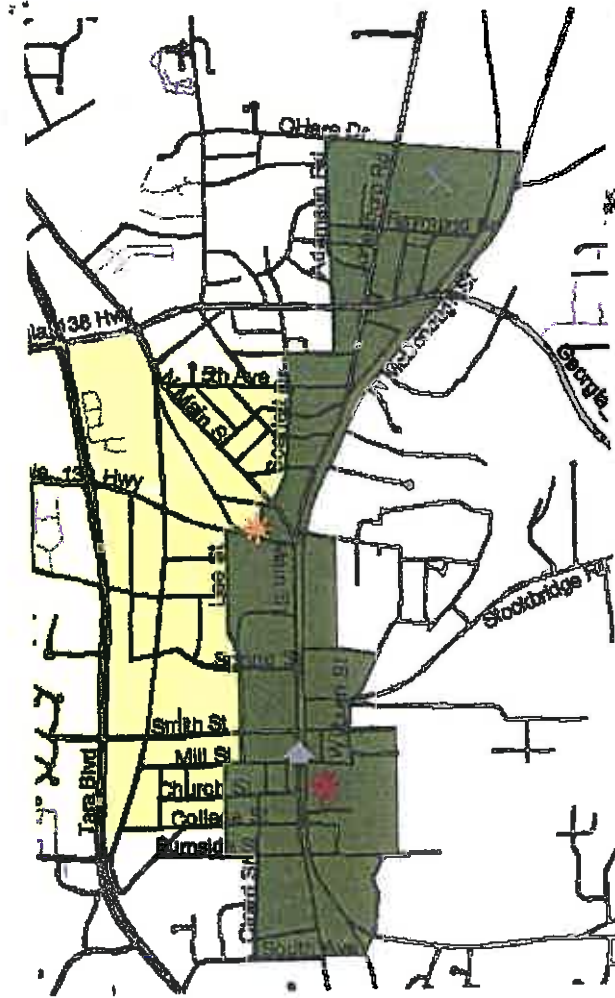
Joy Day, MAYOR

ATTEST:

(THE SEAL OF THE CITY OF
JONESBORO, GEORGIA)

Ricky L. Clark, Jr., CITY CLERK

Jonesboro LCI



= expanded LCI Area



= Initial LCI Area

"Wish to include initial & expanded"



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Select Study Type:

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The Jonesboro Historic Downtown District is home to many locally owned businesses, government operations, social opportunities, and cultural organizations. We are certain that this endeavor will generate pedestrian traffic and increase business activity in the City's historic downtown core.

2. Explain how this new study or project supports the implementation of the existing, adopted LCI Study (or its most recent plan update if applicable)? How does this proposed study/project help to achieve the goals and recommendations laid out in your community's LCI plan? Please be specific. (max. 250 words):

Our vision is that the City of Jonesboro will be continue to be a dynamic community in which people will want to live, work and play. Jonesboro is known for its regional tourist destinations and famous for its historic character and family orientation. Underlining the need for this study, the proposed study area is characterized by a poverty level of 15% or greater, underdevelopment, blight, and abandonment. The study will serve to better address these existing needs and identify solutions for a more desirable, livable and prosperous downtown. Upon completion of this plan, our hope is that the City will continue to strive and be known for its thriving downtown business district and its safe and attractive residential neighborhoods. To further our commitment to seeing that the plan is implemented, the City has completed several objectives identified in our STWP. We feel that with the completion of objectives/goals set in years past, we are a step closer to being ready to fulfill the goals identified in the LCI. Further, the City has aggressively put forth efforts to improve the transportation infrastructure & connectivity of our Downtown District. As a goal set in the original LCI plan, the City will finish Phase Two of the Downtown Streetscape Project. This year, the City has branched out to engage our dynamic business stakeholders, by way of business networking breakfasts. After collaboratively working with our business, we understand the one and major concern of our stakeholders is to revitalize our community. Further, we anticipate launching our rebranding efforts in 2016 and feel this endeavor will work hand and hand with the LCI.

3. Please describe how this project/study supports regional goals established in the [Atlanta Region's Plan Policy Framework](#). (max. 250 words):

ARC Goal:

1. **Building the region as a globally recognized hub of innovation and prosperity:**

By implementing the Jonesboro LCI, we are certain that the mixture of commercial/retail within our renowned Historic District will attract innovative business owners/stakeholders and increase the viability of our community. Further, we believe that our Downtown District would be a premier location for a business incubator in which professionals from all walks of life are able to successfully operate their business and enjoy the placement of retail, pedestrian friendly roadways, and viable commercial space, all in the same area.

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TOTAL study/project budget	\$200,000
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Funds Requested (Max. 80% of Total Budget): \$ 160,000
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2. Explain how this new study or project supports the implementation of the existing, adopted LCI Study (or its most recent plan update if applicable)? How does this proposed study/project help to achieve the goals and recommendations laid out in your community's LCI plan? Please be specific. **(max. 250 words):**

Our vision is that the City of Jonesboro will continue to be a dynamic community in which people will want to live, work and play. Jonesboro is known for its regional tourist destinations and famous for its historic character and family orientation. Underlining the need for this study, the proposed study area is characterized by a poverty level of 15% or greater, underdevelopment, blight, and abandonment. The study will serve to better address these existing needs and identify solutions for a more desirable, livable and prosperous City. Upon completion of this plan, our hope is that the City will continue to grow and be known for its thriving downtown business district and its safe and attractive residential neighborhoods. To further our commitment to seeing that the plan is implemented, the City has completed several objectives as identified in our STWP. We feel that with the completion of the objectives/goals set in years past, we are a step closer to being ready to fulfill the goals identified in the LCI. Further, the City has aggressively put forth efforts to improve the transportation infrastructure & connectivity of our Downtown District. As a goal set in the original LCI plan, the City will finish Phase Two of the Downtown Streetscape Project. This year, the City has branched out to engage our dynamic business stakeholders, by way of business networking breakfasts. After collaboratively working with our business, we understand the one and major concern of our stakeholders is to revitalize our community. Further, we recently put out an RFP for City rebranding. We feel this endeavor is also important as it relates to economic development.

3. Please describe how this project/study supports regional goals established in the [Atlanta Region's Plan Policy Framework](#). **(max. 250 words):**

ARC Goal:

- 1. Building the region as a globally recognized hub of innovation and prosperity:**

By implementing the Jonesboro LCI, we are certain that the mixture of commercial/retail within our renowned Historic District will attract innovative business owners/stakeholders and increase the viability of our community. Further, we believe that our Downtown District would be a premier location for a business incubator in which professionals from all walks of life are able to successfully operate their business and enjoy the placement of retail, pedestrian friendly roadways, and viable commercial space, all in the same area.

- 2. Ensuring a comprehensive transportation network, incorporating regional transit and 21st century technology.**

With the completion of Streetscape Phase II, a project that includes 0.68 miles of streetscape improvements along Main Street and 0.61 miles of streetscape improvements on McDonough Street with the placement of all utilities underground, our desire is that we can continue another phase of streetscape improvements. By implementing the LCI, we are hopeful that even more transportation improvements can be made. We are hopeful that our Transportation Demand Management measures will include carpooling, vanpooling, transit, walking, bicycling, and telecommuting. At current our existing sidewalk infrastructure is fairly comprehensive; however, we face several gaps in sidewalk system city-wide.

4. Please describe activities that your community (i.e. local government, CID, and/or community organizations) have undertaken which demonstrate its commitment and ability to implement the LCI plan and create positive changes at the community. You may attach an LCI Report of Accomplishments to the application, if available. **(max. 350 words):**

The City has completed Phase I of the downtown Streetscape as described in the original LCI ; Phase II of the Streetscape is slated to be completed in February 2016. Fostering public interest and engaging stakeholders was a major goal as well. The City has instituted a monthly newsletter which is mailed to residents, businesses, and county entities, as well as launched a new website and Facebook page. Through the use of a phone tree, regular business breakfast and the addition of many free events, the City has increased public interest and has opened lines of communication with a variety of stakeholders. The City's Comprehensive Plan and Short Term Work Program have also been submitted to the ARC for approval; this process involved a variety of citizens and other stakeholders. Pedestrian mobility has been improved through the City by the implementation of several sidewalk projects; more are slated for 2016. In line with the City's commitment to remove as much blight as possible, the City recently activated an Urban Redevelopment Agency to reclaim 5.7 acres of park grounds. The general scope of the urban redevelopment project set forth consists of the acquisition, construction, and installation of various improvements on the site, including, but not limited to, various demolition work, asphalt removal, decorative concrete sidewalks, landscaping, amphitheater with restroom and concession stand buildings, street lighting and park lighting, park benches, pavilion, trellises, concrete bridges, a playground, stone retaining walls, asphalt paving, concrete curbs and gutters, striping, storm drainage improvements, pedestrian crosswalks and appurtenances, erosion and sediment control, and utility relocation. We feel this park will drive development in our Downtown District, as it is walking distance away.

5. Please explain how your proposed study or activity will address one or more of the following LCI priorities or focus areas **(250 words):**
- a. Mix of uses and a density of development that support walking, biking or transit
 - b. Mixed-income and workforce housing
 - c. Transit-oriented development and bicycle and pedestrian access to transit (including bus stops)
 - d. Redevelopment of underutilized infrastructure, brownfield, or grayfield sites
 - e. Jobs-housing balance and economic opportunity for all
 - f. Increased street connectivity, complete streets and Travel Demand Management
 - g. Aging-in-place and lifelong community concepts
 - h. "Creative placemaking" strategies, creative public involvement and demonstration projects
 - i. Historic preservation and context-sensitive infill and development

The community vision as articulated via meetings is a lively, vibrant Downtown of safe streets and quality retail enterprises. The establishment of a Central City Master Plan will place a focus on our central business district and establish goals and objectives for moving forward in terms of economic development and transportation improvements for the coming years. The Master Plan will bring to light issues and opportunities as well as promoting our downtown as a place of sustainability and livability. In addition, it will expand upon the recent transportation infrastructure improvements made by the City. A City Market Analysis will further define the types of businesses that have predictable success rates and that meet the needs of our constituents. A Structure Inventory of downtown buildings will assist in refining locations for certain tenants as well as presenting the current status of buildings as they relate to future economic development. The combination of these three tasks will assist the City in "Creative Placemaking," historical preservation, and the possibility of infill development. Comprehensive planning for our Downtown District is a necessity to collectively identify issues and opportunities for strategic developmental economic growth, sustainability and livability. This study will strengthen/preserve our historic downtown by encouraging diverse housing, employment, shopping and recreation choices and further assist in the development of a balanced transportation system, encouraging continued prosperity and the promotion of quality of life.

BUDGET:

Please list each task and the estimated total cost per task (i.e. not just the federal share). If you need more than six tasks, please attach a detailed budget.

Study/Project Tasks		Cost Estimate
Task 1:	Prepare a Central City sub-area Master Plan	\$ 90,000
Task 2:	City Market Analysis	\$ 50,000
Task 3:	Structure inventory of downtown buldings	\$ 60,000
Task 4:	Click here to enter text.	Click here to enter text.
Task 5:	Click here to enter text.	Click here to enter text.
Task 6:	Click here to enter text.	Click here to enter text.
TOTAL study/project budget		\$200,000

Funds Requested (Max. 80% of Total Budget): \$160,000
Sponsor Cash Match (Min. 20% of Total Budget): \$40,000

Please note: All LCI studies must include at least 20% cash match of the total study budget. The maximum funding request is \$200,000 (i.e. \$250,000 total, \$200,000 fed/\$50,000 local).

SUBMITTAL PACKAGE CHECKLIST:

Your completed LCI Supplemental Activity & Plan Update Application should include the following:

- Completed *2016 LCI Supplemental Activity and Plan Update Application* (i.e. this form!)
- A clear map of the proposed study/project area. Include jurisdiction boundaries, major street names, a scale, legend, north arrow, the existing LCI area, and any adjacent LCI boundaries on the map.
- Resolutions or Letters of Commitment:
 - Include a letter of commitment from the Mayor or City/County Manager, or a Council Resolution, indicating commitment to the implementation of the project and providing matching funds.
 - Non-governmental organizations applying for funds shall include a letter of commitment to the implementation of the project and providing the matching funds, from its Executive Director or Board Chairperson, as well as a letter of support from the underlying jurisdiction.
 - If entities other than the applicant are providing matching funds, please include letters of commitment for the matching funds from those entities.
- Copy of the Council/Commission resolution adopting the original LCI Study or most recent LCI Plan Update (if applicable). For recently completed plans not yet adopted, please provide documentation showing that the plan adoption/resolution is scheduled on an upcoming agenda.
- Optional: Supporting documentation such as support letters from stakeholders and community, LCI Report of Accomplishments, detailed scopes of work, photos, etc. Please limit to 15 pages.

How to Submit Application:

Combine all documents from the Submittal Package Checklist into a single PDF with the name of your study area in the file name and submit by December 7, 2015 via email, FTP or USB drive to:

Marisa Ghani, Community Development Division,
Atlanta Regional Commission
40 Courtland Street, N.E., Atlanta, GA 30303
mghani@atlantaregional.com
404-463-3309

For information and questions: See the application website <http://www.atlantaregional.com/land-use/livable-centers-initiative/study-application>, or contact ARC's Community Development Division: Amy Goodwin (404-463-3311, agoodwin@atlantaregional.com) or Marisa Ghani (404-463-3309, mghani@atlantaregional.com).

Submittal Deadline:
Monday, December 7, 2015 by 5pm